



**NATIONAL CENTRE FOR DISEASE INFORMATICS AND RESEARCH**  
**INDIAN COUNCIL OF MEDICAL RESEARCH**

Department of Health Research, Ministry of Health and Family Welfare, Government of India  
Nirmal Bhawan-ICMR Complex (II Floor), Poojanahalli, N.H-7, B. B. Road,  
Kannamangala Post, Bengaluru-562 110 (India)

No. NCRP/442/CRAB/2017

10 November 2017

Sir / Madam,

**Sub:** Sealed quotation for printing and supply of Cancer Registry Abstract (CRAB) – 2017 of National Centre for Disease Informatics and Research, Bengaluru.

With reference to the above, sealed quotations are invited for printing and supply of the Cancer Registry Abstract (CRAB) of NCDIR, Bengaluru for the year 2017 with the following specifications.

Sl. No.	Specifications	Quantity
1	A4 Size (approximately 175 - 185 pages) printed on 100 GSM imported mat art paper in four colors.	300 Copies
2	Book Cover: A4 Size printed on 300 gsm imported mat art card in multi colour with lamination and perfect binding	

The terms and conditions are given below:-

1. The rates should be quoted for the size specified above.
2. Perfect matching of color shades between pages should be ensured.
3. Proof of text, graphs and tables including color proofs should be provided for verification before printing.
4. Approximate estimated pages 175 - 185 plus or minus 10%.
5. Specific rate with reference to extra pages if any should be quoted. Such pro-rate is also applicable for lesser pages if any than estimated pages.
6. The rates should be quoted only for printing charges. The rate should not include DTP charges.
7. The persons responding to quotation should have modern facility for four colour printing such as direct computer to plate transfer machine.
8. The books should be bounded with stitching and perfect binding.
9. No extra charge will be paid for the proof.
10. The printed copies will have to be supplied duly tied in suitable sized bundles 10-15 books per bundle.
11. The sample of the papers to be used for printing in accordance with the prescribed specification should accompany the quotation duly signed on behalf of the firm with detailed specification i.e. name of the paper GSM and Ream weight etc.

12. The printer is required to submit a proof copy of the material along with the cover design to the undersigned for necessary scrutiny and approval.
13. The quotation should be valid at least for a period of one year from the date of closing of quotation or else quotation will be rejected.
14. **Validity:** The rates quoted are valid at least for a period of one year and any further order during the period holds good for repeat orders. The rates once quoted should not be altered for any reasons during the period.
15. **Time limit:** Within 4-5 days from the date of issue of work order for printing.
16. **Taxes:** Government taxes as applicable e.g. GST etc. should be clearly mentioned in your quotations.
17. The printing work will be entrusted to the lowest tenderer.

The quotation should be submitted in sealed cover and so as to reach this office on or before 1:00 pm 17<sup>th</sup> November 2017 (Friday) by speed post / registered post / courier and addressed to **The Director, National Centre for Disease Informatics and Research (ICMR), Nirmal Bhawan-ICMR Complex (II Floor), Poojanahalli, Off N.H. -7, B. B. Road, Kannamangala Post, Bengaluru – 562 110 (India)**. Please mention the enquiry number and due date on the left hand side top corner of the envelope.

Yours sincerely

Administrative Officer  
For Director